

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, September 2, 2014 at 10:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, Dodge County Administrator; Donna Maly, County Board Supervisor; MaryAnn Miller, County Board Supervisor; Patricia Ninmann, Sheriff; Trace Frost, Captain; Scott Smith, Chief Deputy.

Meeting called to order by Marsik at 10:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Greshay to approve the minutes of the August 19, 2014 regular and closed session meeting of the Human Resources and Labor Negotiations Committee. Second by Duchac to approve the minutes. Motion carried.

Eske presented an update on the Kronos Project and answered questions from the Committee members.

Rains read the language he drafted in the Evaluator Instructions and Guide for Performance Reviews regarding family member, significant other, or close friend of the evaluator or anyone who has supervisory authority over the evaluator. Rains stated that he would inform Department Heads of the change in this language at the next Management Council meeting and via an email.

Rains informed the Committee that he still has not received notice of the 2015 health insurance premium rates. He will add this as an agenda item for the next Committee meeting.

The Committee reviewed the Personnel Requisition. Mielke recommended approval of the Personnel Requisition.

Motion by Frohling to approve the Personnel Requisition as presented. Second by Greshay. Motion carried.

One (1) Corrections Officer – F.T., Sheriff's Department – Jail Division

Leave of Absence: None.

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The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: Jason E. Roy, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$26.10, Pay Grade SSU04, Step 3M18 effective 09-01-14. RECLASSIFICATION – UNION: None. STEP INCREASE – UNION: None. NEW HIRE: None. RE-HIRE: None. LIMITED TERM/SEASONAL: None. RECLASSIFICATION: Michael L. Bosak, Maintenance II, Physical Facility Department at \$15.68, Pay Grade DC03, Step ST03 effective 08-18-14; Gary L. Zwig, Maintenance II, Physical Facility Department at \$19.26, Pay Grade DC03, Step S12A effective 08-18-14. STEP INCREASE: Jay A. Marquardt, County Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 10-08-14; Anthony E. Roethle, Facility Operations Technician, Highway Department at \$22.30, Pay Grade DC05, Step S08B effective 08-29-14; Dean A. Sawyer, State Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 10-28-14; Bruce E. Von Rueden, County Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 10-12-14; Randall T. Machkovitz, Mechanic III Lead, Physical Facilities Department at \$23.08, Pay Grade DC07, Step ST02 effective 08-27-14; Linda S. Thieme, Corporal – Jail, Sheriff's Department – Jail Division at \$26.08, Pay Grade DC06, S11A, effective 10-03-14. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

HR Director's Report:

- a) Disciplinary Actions: Nothing to report.
- b) Grievances and Arbitrations: Nothing to report.

Future Agenda Items: Discussion and Consideration of 2015 health insurance premium rates.

The Committee heard testimony regarding grievance #14-01 filed by the Sworn Union, Local 1323-B, regarding a negative performance report given to a Sergeant.

Present for the Union: David Dorn, Staff Representative; Scott Petrack, Local 1323-B President; Dale Schmidt, Grievant.

Present for Management: Patricia Ninmann, Sheriff; Scott Smith, Chief Deputy; Trace Frost, Captain.

The Committee discussed the Sworn Union #14-01 grievance.

Motion by Greshay to deny the grievance. Motion fails for lack of a second.

Motion by Frohling to remove the negative performance letter from Schmidt's file and to make no changes on Schmidt's performance review if the union agrees not to arbitrate this matter. Second by Schmidt.

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The union requested a five (5) minute recess to contact the other members of their executive committee. After the recess, the union indicated they were ready to accept the motion. Rains indicated that a motion was not necessary as the Committee and the union reached a voluntary agreement to resolve this grievance. Rains stated that he would draft a voluntary agreement for both sides to sign. Frohling dropped his motion and Schmidt dropped his second.

The Committee next heard testimony regarding grievance #14-02 filed by the Sworn Union, Local 1323B, regarding a letter of reprimand given to a Sergeant.

Present for the Union: David Dorn, Staff Representative; Scott Petrack, Local 1323-B President; Dale Schmidt, Grievant.

Present for Management: Patricia Ninmann, Sheriff; Scott Smith, Chief Deputy; Trace Frost, Captain.

The Committee discussed the Sworn Union #14-02 grievance.

Motion by Greshay to deny the grievance. Second by Duchac. Motion carried.

Closed Session:

Motion by Duchac, second by Greshay to convene into Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening into closed session is for the purpose of conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiating strategies for collective bargaining. The meeting is closed pursuant to Sections 19.85(1)(e) of the Wisconsin Statutes. A roll call vote was taken. Committee Chair Marsik allowed Donna Maly and Patricia Ninmann to attend the closed session meeting. Motion carried by unanimous vote of all members present, at 11:55 a.m.

Open Session:

Motion by Schmidt, second by Frohling to reconvene into open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 12:05 p.m.

Future Meeting Dates and Times:

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are **September 11, 2014 at 3:00 p.m. and October 7, 2014 at 9:00 a.m.** in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 12:07 p.m.


Secretary


Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

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Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on September 2, 2014 held in the Administration Building, Room 4C.

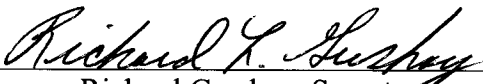
MEMBERS PRESENT: Marsik, Duchac, Frohling, Greshay, and Schmidt

ALSO PRESENT: Joseph Rains, HR Director; Sarah Eske, HR Analyst; James Mielke, County Administrator; Donna Maly, County Board Supervisor; Patricia Ninmann, Sheriff.

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The Committee discussed negotiation strategies for collective bargaining.

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Richard Greshay, Secretary


Joseph Marsik, Chair

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